

**Clackamas Education
Service District**

Code: **CDA-AR**
Revised/Reviewed: 12/17/97; 05/20/09
Orig. Code(s): 2180

Evaluation – Managers

1. The Board shall adopt and implement a written performance evaluation process for CESD managers.
2. The annual performance evaluation shall be in writing, dated, and signed by the manager and the evaluator.
3. One copy of the annual performance evaluation shall be given to the manager and one copy shall be placed in the manager's personnel file.
4. The manager may have a written statement relating to the evaluation placed in his or her personnel file.
5. Evaluations for probationary managers and contract teachers employed as managers shall be completed by February 1. Evaluations for regular managers shall be completed by June 30.